

Suggestions for NDF/CIF Changes

- Require CIF be only for capital infrastructure projects and not operational projects
- Confirm documentation requirement to pay Metro Parks for rent of tables, shelters, etc. for non-profit organizations' events. Should the organization be required to fill out the entire application packet or have a lesser process (currently we have documentation from a simple email only identifying the event to a completed application with all attachments)
- Require current year budget and past year actual for non-profit agencies requests
- The program budget form is often completed incorrectly – needs revision with additional instructions
- A revised process to use NDF to purchase event tickets or contract with a non-profit for events and use NDF as the funding source.
- Clarification of when Metro Agencies can be used to fund events/activities/programs for non-profit agencies and what documentation is required.
- Add requirements/eligibility of using NDF/CIF for sidewalk repair, tree trimming, tree removal when they are the responsibility of the land owner.
- Process for adding additional non-profit designations in the procedures
- Establish a minimum for each NDF/CIF to eliminate small requests
- One form instead of four?

Comments by Legislative Assistants today:

- Turnaround from submitting the application to the Clerk's office to the organization being funded is too long.
- I am concerned about why it takes so long for finance to get reports out about our current NDF activity... You send out the CIF the day after the meeting and the NDF accounts take a month. I would like to see those come out after each meeting.